



## IMPLEMENTATION

### STAFFING

It is very important that you staff your center with qualified and motivated personnel and develop a team to assist you in initial implementation and running the center. The success of a center hinges on having a manager and staff “chomping at the bit” to make the center a success. Initial startup and implantation are difficult tasks that are

- impossible to surmount without the right people
- but
- truly profitable and enjoyable work with the right team.

### AUTHORITY TO CONNECT

Once the follow-on documentation is over with, the next order of business will be to accept your system and get it up and running; prepare for a security Site Assistance Visit (SAV) and the official Security Test and Evaluation (ST&E) to connect to DREN/SDREN. In the mean time, you will line up your on site users so that you can give them access while awaiting an Authority to Connect (ATC) to the HPCMP’s network. You will also work with the HPCMO to identify off-site users who could utilize your system with minimum disruption to your organic workload. You should certainly consider hosting one or more DoD Challenge Projects – high priority projects competitively selected each year for special HPC support.

### WWW

Another important task is to assign someone to develop your distributed center’s WWW page. This WWW page will serve as your distributed center’s “window” for users and other people interested in learning more about your center and the HPCMO. Your developer will need to consult the DoD and HPCMP guidance concerning the page. The guidance will be provided shortly after your proposal is selected for funding.

### REPORTS

Many of your ongoing tasks will involve submitting required **documents** and reports accurately and on time.

#### **Obligating documents**

Financial reports  
Quarterly reports  
System utilization reports

#### **Annual update to the Commander’s memorandum of commitment**

#### **Annual update to the LCCE**

Etc....

The program office will give you formats for all required reports.

### COMMUNICATION

The program office management and staff are very interested in your center’s success. Your success will provide valuable HPC resources to meet your organization’s mission requirements and also help other users take advantage of the program’s capabilities.

You will have access the the entire program office management and staff and it is important for you to ask questions, provide recommendations, and give us all the feedback you think is appropriate.

